

MINUTES
TRANSPORTATION ASSET MANAGEMENT COUNCIL
April 6, 2005
Aeronautics Building
Lansing, Michigan

Meeting noticed in accordance with Open Meetings Act, Public Act 267 of 1976.

Present

Carmine Palombo, Chairman

Howard Heidemann, Member

Eric Swanson, Member

Kirk Steudle, Member

Rob Surber, Member (Amended)

Frank Kelley, Commission Advisor

David Bee, Member

Jerry Richards, Member

Bill McEntee, Member

Steve Warren, Member

Robert Slattery, Member

Staff Present

Rick Lilly- Bureau of Transportation Planning

Stacey Schafer- Bureau of Transportation Planning

Ron Vibbert- Bureau of Transportation Planning

Gil Chesbro- Bureau of Transportation Planning

Absent

Tom Wieczorek, Vice Chairman

Susan Mortel, Member

Call to order

The meeting was called to order at 1:15 PM

Approval of March 2, 2005 Minutes- Rick Lilly

Mr. McEntee moved and Mr. Richards supported. Pilot Studies, should be \$25,000 not \$25. Minutes were approved with the noted change.

Correspondence and Announcements- Rick Lilly

A calendar was passed out to the Council with training dates and meetings on it. All of the host sites of the training sites have had information sent out to them. In April and in May we have four classes scheduled for the National Center for Pavement Preservation class. They are going to be held in Kalamazoo, Livonia, Escanaba, and Gaylord. We anticipate in October and November that we will at least have four more courses that are not yet on the calendar, probably in Marquette, Traverse City, Grand Rapids and Lansing. We are getting good response on the training courses. National Asset Management Conference dates have been changed to November 1-3rd; this will necessitate a decision as to what

the Council wants to do for the November meeting scheduled for the 2nd of November.

Mr. Lilly received a letter from Cambridge Systematics asking for permission to place information on their project with the Council out on ASSHTO's website. **Mr. Steudle moved that we allow them to do this, supported by Mr. Slattery. The motion was carried.**

Mr. Lilly mentioned that the Council has formed many relationships with different groups (such as LTAP, NCPP, etc) and it allows for us to tap into a lot of different resources and to utilize these resources to our advantage.

Mr. Kelley reported that the Governor has made changes to the State Transportation Commission, Maureen Miller Brosnan of Livonia, and James Rosendall of Grand Rapids; they are replacing Betty Jean Awery and John Garside. Mr. Lilly was asked to prepare small notebooks for them regarding Asset Management. He said he has sent along the brochure to give them some background information on asset management.

Agency Reports

Mr. Steudle informed the Council that the presentation to the World Bank went well. There were 30 participants. The World Bank is responsible for making the decisions as to how much money they loan to developing countries that have no roads and so forth. Their interest was to ask themselves what systems we put in place and to make sure they keep these new systems in good condition. They are interested in what happens after they have made the investment. Mr. Steudle spoke on heavy maintenance and making sure that the roads were taken care of along the way. He presented specific case studies from the MDOT perspective, Call for Projects, and the Council and what we are doing and what we have accomplished. The World Bank was very interested in the brochures that were handed out.

Mr. Steudle also had the opportunity to speak to the House Transportation Committee and his message focused on asset management and its principles. Mr. Steudle also reported that he is leaving for International Scan in New Zealand, Australia, and England, with the Federal Highway Administration, TRB, and ASSHTO. He is going there to learn what they do. When Mr. Steudle comes back he will be part of the Implementation Team that tries to put some of the things that they learned into place here in the U.S. Mr. Steudle will give a presentation to the Council in either June or July.

Mr. McEntee and Mr. Warren spoke at the CRAM Annual Conference. They made 5 or 6 presentations to different groups.

Mr. Lilly, Mr. Wieczorek, and Mr. Slattery made presentations to the Municipal League and spoke about asset management. The presentation was well received.

Mr. Palombo passed out the copies of SEMCOG's analysis of the 2004 PASER condition ratings for southeast Michigan

Committee Reports

1. Administrative & Education

They did not meet this morning. The training calendar was put out on the request for this committee.

2. Data Management

Bill McEntee gave the report. St. Clair county pilot project request came through, and the rescoring was completed. The committee recommends that the Council allow St. Clair to be added to the list of those to be approved. **Mr. Heidemann moved for approval to include the revised St. Clair County pilot project be added to the list of counties to be funded by the Council, Mr. Slattery supported. Motion was carried.**

Internet Based reporting process: its moving along. We have a list of questions we have been asked to address related to how to define certain things. The hope is to get these questions answered, and to have a Beta test completed. We have a list of people who would like to be involved in this. This is the first of several internet reporting bases that we will have. The goal is to get the questions answered and up in running within a week of the meeting.

2005 data collection process and what we are going to do in 2006 was addressed. We will be able to move to the local road system, but we have not made a formal commitment, and MR. Chesbro is going to hand out a list of questions that will be addressed at a separate Data Committee meeting. 2005 conversations revolved around the training process, specifically the timing. Also, the question does everyone in the vehicle have to be trained, was addressed. It was decided that gravel roads will not be required to be rated. A third data collection is not going to show us anything. The committee also decided that they are going to allow the raters to see last year's ratings so that they can better orient themselves with that particular road. Mr. Heidemann entered a concern that allowing raters to see the scores would enter a bias into their new data. This concern was addressed by saying it would make it more efficient to actually let the raters see how the roads were rated last year and then they could make their decision based on that. **Mr. Steudle moved that we will not rate unpaved roads this year, unless it is a significant need, we will allow the raters to see the previous year's ratings and that staff would develop a training**

program to train trainers within their own Regional Planning Agencies, Mr. Warren supported. The motion was approved.

3.Strategic Analysis

Steve Warren gave the committee report. The committee has met twice in the last month, once to meet with the AD-HOC subcommittee, and then again with a more in-depth meeting with LTAP and MDOT staff who deal with the usage of strategic planning tools. The committee has come up with a recommendation that we work in coordination with LTAP and MDOT personnel to proceed with the requirement process to further determine the feasibility, functionality, cost, and technical requirements of developing a statewide strategic analysis tool here in Michigan. One of the things that the committee wants to do to move forward is to have an exchange between the subcommittee and the technical people, making sure that there is a dialog back and forth in terms of what we want this to do and then having them pose questions to us. We have already made some ground on answering some of the questions that have already been posed. Looking back at what the Council adopted in March, the vision of the strategic process we are looking at two major functions which were described. We are going to need some exchange with our representative groups; MDOT technical group, Road Commissions, MML etc., we are going to try to keep everyone informed to insure that we are getting exactly what we want. The intent right now is not to do an RFP, and go through a third party vendor to develop this capability, but to look inwardly to Michigan talent and expertise. **Mr. Warren moved to adopt the recommendation of the committee. Mr. Richards supported. Motion was approved.**

Quarterly Report- Rick Lilly

Mr. Lilly presented the Quarterly Report. The report was received without any modifications.

Update on Contract with Cambridge Systematics

Mr. Lilly reported that the contract is in place; Lou Lambert from Cambridge Systematics was present at the meeting: We have scheduled the afternoon of April 27th. We will begin to go through the first phase of the contract with Mr. Lambert. This will be an actual meeting for the Council. Mr. Lambert spoke with the Council; he was trying to get the Council to come up with some issues that they wanted to be addressed at the meeting. Mr. Lambert reminded everyone that there were four tasks in the process; the initial task is developing a workshop to confirm the scope to the actual work plan and make adjustments, if necessary, and rewrite the work plan as to what has changed. The second is to set up a series of interviews over a two month period with agencies within Michigan. The third issue is to actually do a guide, about a six month period of time; this would

be a rewrite of the National Guide to focus more on local needs. Finally, the fourth task would be to develop a course, which would involve a handbook, and for training purposes there will also be a handbook for the trainer. The goal is to have all of this accomplished within the next six months. It's a nine month contract so we have left time at the end for the first training course and other adjustments that need to be made. This will all fit into the Council's Work Program. The hope is to have some programs to look at in late July or early August. Mr. Lambert has requested that the new members of the Council be brought up to date on the work plan. Mr. Lilly is going to resend the Work Plan so that all members have a recent copy.

Participation in Pooled Fund for Asset Management Training

Throughout the country there are agencies and states that in similar situations as Michigan in terms of having restrictions on training and travel and it severely limits the ability of the committees at TRB and AASHTO to have the Peer Exchanges as part of the conferences. There has been some discussion about using the University Centers and setting up a pooled fund that agencies can contribute to, which would allow individuals to take advantage of going to these conferences. The concept is to set up a pooled fund with the Midwest Regional University Transportation Center and have agencies contribute money to have people be able to go to conference to receive training. This would be a sponsorship to be able to send agencies that can not afford to send their employees to these conferences and learn more about asset management. **Mr. Slattery moved that the Council contribute \$20,000 to the pooled fund. Mr. Heidemann supported.** Questions were raised regarding the Executive Order limiting out of state travel. Mr. Lilly was requested to further investigate whether joining the pooled fund might be considered as circumventing the EO. **Mr. Heidemann then moved to table the original motion until the May meeting. Mr. Richards supported. Motion to table was approved.**

Review and Approval of 2004 Annual Report

Mr. Lilly submitted the 2004 Annual Report. **Moved by Mr. Richards to approve the report. Mr. McEntee supported. Motion approved.**

Public Comment

There was no public comment.

Adjournment

The meeting was adjourned at 2:57p.m.